

*"Menominee – Where the best of Michigan Begins"*

## MENOMINEE COUNTY BOARD OF COMMISSIONERS

*Menominee County Courthouse  
839 10<sup>th</sup> Avenue  
Menominee, MI 49858*

*Brian R. Bousley – County Administrator  
Sherry Smith – Administrative Assistant  
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The Menominee County  
Parks and Recreation Committee  
Will meet on **Monday ~July 2, 2012**  
at **5:00 p.m. C.D.T.** at  
**Kleinke Park**

~A Quorum of The Menominee County Board of Commissioners Maybe Present~

### **AGENDA**

- A. Call Meeting to Order
- B. Pledge of Allegiance
- C. Roll Call
- D. Approval of Agenda
- E. Approval of Previous Meeting Minutes
- F. Public Comment
- G. Business
  - a) Monthly Budget Review
  - b) Park Ranger/Park Manger Updates
  - c) Park Deputy Program
  - d) Camp Host – Kleinke Park
  - e) Project Update
  - f) 2012/2013 Budget discussion
- H. Correspondence
- I. Any Other Items Members Wish to Present
- J. Public Comment
- K. Adjournment

*James Furlong – Chairperson*

*Charlie Meintz – Vice Chairperson*

*Jim Pearson*

*Bernie Lang*

*Mark Jasper*

# Menominee County Parks and Recreation Committee

## Meeting Minutes

June 4, 2012

The meeting was called to order at 5:10 pm by Chair Bob Desjarlais at the Bailey Park, West Shore Fishing Museum on June 4, 2012.

Reporting for roll call: Gail Jerzyk, Bob Desjarlais, Vola Bleile, Ruby Ivens, Glenn Cody - Excused, County Administrator Brian Bousley, and County Commissioners Charlie Meintz and Mark Jasper. There was a quorum present to conduct the meeting. Al Thompson, Buildings and Grounds Supervisor, also attended the meeting.

Approval of agenda: Motion was made by Ruby and seconded by Gail. The motion carried.

Minutes: Minutes from the previous meetings on May 7, 2012 were approved. Vola made the motion that was seconded by Charlie. The motion carried.

**Public Comment:** Eileen Behrend, President of the Bailey Property Preservation Association, welcomed and thanked the Parks and Recreation Committee and the guests for holding the meeting at the museum. Thanked the Park Rangers and Park Employees for all the hard work.

### Business:

- a. **Review of Monthly Budget:** Brian went over the budget numbers for the month and announced that expenditures were slightly over budget in some areas, but that the bottom line remained still under budget. There were no questions.
- b. **Park Office Manager/Park Ranger Updates:** Karen Kayser (Park Office Manager) reported that all the electric sites at Shakey Lakes were full for Memorial Weekend and a majority of the non-electric as well. Karen reported that the park is filling up for the 4<sup>th</sup> of July holiday. Alger/Delta Electric has changed 4 transformers and they are also addressing the grounding issues. Karen also reported all is going well so far this camping season and the parks look nice. Bob asked Karen when a good time to look at license plates of the campers to see if they were current.
- c. **Park Deputy Program:** Karen had reported campers on one of the sites at the Point at Shakey Lakes were asked to leave by Deputy Menacher. Very positive comments on the Deputy Program. The presence alone of the County squad car is a big deterrent.
- d. **Volunteer Camp Host Program- Kleinke Park:** Camp Host Don Phillips reported all was going well at Kleinke Park. Don did watch over Memorial Day Weekend the dump station and felt only two did not pay by his calculations. Don did also have a suggestion for improvement to be made such as a few more speed limit signs in the park as some people do go faster than the post 10MPH, concerned about all the kids present in the park. Don did also tell a non-camper they were not allowed to the dump garbage in the

dumpster. It seems to be a continuing problem whereas non-campers are using the dumpsters and they cannot always be monitored. Dan and his wife Victoria are very happy and are enjoying their time as Volunteer Camp Hosts. They have planned events and activities for the campers as well. A weekend coffee hour also been implemented. A discussion ensued regarding potential improvements/projects for Kleinke Park: signs placed at the road by Bailey Park announcing camping down the road 1 and ½ miles, camping host sign added to current sign at Kleinke Park, camping sign erected at the southern entrance to Kleinke Park., “what are you looking at sign” provided by the DNR to explain the land formations in the lake, like at Wells Park.

- e. **Project Update:** Brian reported that the Bath House Project at Shakey Lakes is going very good, the footings are poured, it is being backfilled and the plumbing lines and electrical are being worked on. Dan Menacher has done a tremendous job on this project and needs to be recognized for his efforts. There have been several loads of gravel and the gravel has been graded on the road where the water pools. A fishing pier at Shakey Lakes has been purchased and installed near the camp office.
  
- f. **2012/2013 Budget Discussion:** Brian discussed projects he would like to see in the upcoming budget. Bob asked if we have money left over in the budget can we use that money for improvements. Brian stated the parks receive an appropriation and the any money left over returns to the county’s general fund. The projects discussed was the treatment of the phargmites, Brian would like to finish Airport Park and try to reclaim the beach. Other projects that were discussed: construction of cabins to rent at Shakey Lakes Park, select cutting at Longrie Park and having the logs sawn into lumber for the cabins, fill in and seed camping sites at Kleinke Park, well at River Park, well for fishing museum, flush toilets at fishing museum.

**Correspondence:** NONE

**Public Comment:** Eileen Behrend, President of the Bailey Property Preservation Association, expressed her appreciation to the committee for visiting The West Shore Fishing Museum. She also explained the projects around the Bailey Property such as: the expansion of the workshop, the construction of the gardening building and an additional display building and additional storage room to be attached to the twine shed.

Christine Salo, Camper at Kleinke Park, thanked the Parks and Recreation Committee for listening in regards to the Volunteer Camp Host Program.

There was no additional correspondence and no additional business.

The meeting was motioned to adjourn by Gail with a second by Vola.

The meeting was adjourned at 6:30 pm.

Respectfully submitted by Brian R. Bousley

# MENOMINEE COUNTY Standard Budget Report

June 2012 Revenues

| Account Title                     | This Month       | Y-T-D             | Budget            | Difference        | Percent       |
|-----------------------------------|------------------|-------------------|-------------------|-------------------|---------------|
| <b>Fund: COUNTY PARKS</b>         |                  |                   |                   |                   |               |
| <b>Program Revenues</b>           |                  |                   |                   |                   |               |
| <b>Charges for Services</b>       |                  |                   |                   |                   |               |
| FIREWOOD SALES                    | 0.00             | 1,041.30          | 300.00            | 741.30            | 347.10        |
| ANNUAL                            | 1,666.00         | 1,764.00          | 8,250.00          | -6,486.00         | 21.38         |
| DAILY                             | 362.00           | 362.00            | 5,200.00          | -4,838.00         | 6.96          |
| GATE RECEIPTS FOR FAIR            | 0.00             | 0.00              | 8,000.00          | -8,000.00         | 0.00          |
| SHAKEY CAMPING FEES               | 7,958.00         | 31,781.00         | 67,000.00         | -35,219.00        | 47.43         |
| KLEINKE CAMPING FEES              | 2,324.00         | 3,590.00          | 20,000.00         | -16,410.00        | 17.95         |
| SHAKEY LAKE LEASE SITES           | 1,350.00         | 65,022.50         | 63,682.00         | 1,340.50          | 102.10        |
| KLEINKE LEASE SITES               | 0.00             | 13,818.00         | 13,000.00         | 818.00            | 106.29        |
| <b>Total Charges for Services</b> | <b>13,660.00</b> | <b>117,378.80</b> | <b>185,432.00</b> | <b>-68,053.20</b> | <b>63.30</b>  |
| <b>Interest and Rents</b>         |                  |                   |                   |                   |               |
| PAVILLION-SHAKEY                  | 0.00             | 0.00              | 200.00            | -200.00           | 0.00          |
| PAVILLION-KLEINKE                 | 0.00             | 0.00              | 100.00            | -100.00           | 0.00          |
| Outside Storage                   | 0.00             | 3,885.00          | 3,600.00          | 285.00            | 107.92        |
| Inside (Fair) Storage             | 0.00             | 2,847.25          | 2,500.00          | 347.25            | 113.89        |
| <b>Total Interest and Rents</b>   | <b>0.00</b>      | <b>6,732.25</b>   | <b>6,400.00</b>   | <b>332.25</b>     | <b>105.19</b> |
| <b>Total Program Revenues</b>     | <b>13,660.00</b> | <b>124,111.05</b> | <b>191,832.00</b> | <b>-67,720.95</b> | <b>64.70</b>  |
| <b>Special Items</b>              |                  |                   |                   |                   |               |
| <b>Other Revenue</b>              |                  |                   |                   |                   |               |
| ICE-KLEINKE                       | 4.00             | 4.00              | 0.00              | 4.00              | 0.00          |
| PAID SHOWERS-KLEINKE              | 0.00             | 19.00             | 400.00            | -381.00           | 4.75          |
| PAID SHOWERS-SHAKEY               | 182.00           | 200.00            | 2,000.00          | -1,800.00         | 10.00         |
| MISCELLANEOUS RECEIPTS            | 0.00             | 192.00            | 100.00            | 92.00             | 192.00        |
| Sweatshirt Revenue                | 0.00             | 0.00              | 300.00            | -300.00           | 0.00          |
| REIMBURSEMENTS                    | 0.00             | 796.50            | 0.00              | 796.50            | 0.00          |
| GENERAL FUND APPROPRIATION        | 0.00             | 32,186.25         | 42,915.00         | -10,728.75        | 75.00         |
| <b>Total Other Revenue</b>        | <b>186.00</b>    | <b>33,397.75</b>  | <b>45,715.00</b>  | <b>-12,317.25</b> | <b>73.06</b>  |
| <b>Total Special Items</b>        | <b>186.00</b>    | <b>33,397.75</b>  | <b>45,715.00</b>  | <b>-12,317.25</b> | <b>73.06</b>  |
| <b>Total Revenues</b>             | <b>13,846.00</b> | <b>157,508.80</b> | <b>237,547.00</b> | <b>-80,038.20</b> | <b>66.31</b>  |

**MENOMINEE COUNTY**  
**Standard Budget Report**  
 June 2012 Expenditures

| Account Title                      | This Month | Y-T-D     | Budget    | Difference | Percent |
|------------------------------------|------------|-----------|-----------|------------|---------|
| <b>Fund: COUNTY PARKS</b>          |            |           |           |            |         |
| <b>Recreation and Culture</b>      |            |           |           |            |         |
| <b>COUNTY PARKS</b>                |            |           |           |            |         |
| SALARIES                           | 5,416.68   | 46,064.91 | 66,031.00 | 19,966.09  | 69.76   |
| SALARIES - TEMPORARY               | 4,897.00   | 6,019.00  | 23,760.00 | 17,741.00  | 25.33   |
| OVERTIME                           | 0.00       | 0.00      | 1,800.00  | 1,800.00   | 0.00    |
| LONGEVITY                          | 0.00       | 675.00    | 675.00    | 0.00       | 100.00  |
| HOSPITAL DEDUCTIBLE                | 1,635.84   | 24,423.09 | 22,907.00 | -1,516.09  | 106.62  |
| HRA REIMBURSEMENTS                 | 0.00       | 0.00      | 4,000.00  | 4,000.00   | 0.00    |
| LIFE INSURANCE                     | 4.60       | 46.00     | 60.00     | 14.00      | 76.67   |
| FICA-OASDI                         | 615.56     | 3,237.60  | 5,477.00  | 2,239.40   | 59.11   |
| FICA-MEDI                          | 143.97     | 757.18    | 1,281.00  | 523.82     | 59.11   |
| WORKMENS COMPENSATION              | 0.00       | 3,023.52  | 3,154.00  | 130.48     | 95.86   |
| RETIREMENT                         | 832.02     | 6,875.28  | 10,603.00 | 3,727.72   | 64.84   |
| OFFICE SUPPLIES                    | 0.00       | 236.32    | 1,200.00  | 963.68     | 19.69   |
| OFFICE EQUIPMENT                   | 0.00       | 0.00      | 300.00    | 300.00     | 0.00    |
| POSTAGE-COUNTY PARKS               | 0.00       | 229.55    | 300.00    | 70.45      | 76.52   |
| GAS, OIL ETC                       | 207.97     | 3,914.50  | 6,000.00  | 2,085.50   | 65.24   |
| DIESEL FUEL                        | 0.00       | 721.95    | 2,000.00  | 1,278.05   | 36.10   |
| L.P. GAS                           | 0.00       | 0.00      | 2,100.00  | 2,100.00   | 0.00    |
| UNIFORMS                           | 36.00      | 325.96    | 700.00    | 374.04     | 46.57   |
| UNIFORMS/SUMMER HELP               | 132.00     | 132.00    | 200.00    | 68.00      | 66.00   |
| JANITORIAL SUPPLIES                | 170.00     | 3,227.01  | 3,000.00  | -227.01    | 107.57  |
| OTHER OPERATING/GENERAL            | 843.36     | 3,224.11  | 1,000.00  | -2,224.11  | 322.41  |
| OTHER OPERATING/MISCELLANEOUS      | 67.90      | 67.90     | 0.00      | -67.90     | 0.00    |
| BROCHURES/STICKERS                 | 0.00       | 0.00      | 2,500.00  | 2,500.00   | 0.00    |
| TREE REPLACEMENT                   | 0.00       | 1,000.00  | 1,000.00  | 0.00       | 100.00  |
| DEQ Permits                        | 0.00       | 882.00    | 850.00    | -32.00     | 103.76  |
| CONSTRUCTION SUPPLIES              | 51.96      | 51.96     | 1,500.00  | 1,448.04   | 3.46    |
| PROFESSIONAL/CONTRACTURAL SERVICES | 82.68      | 3,239.95  | 5,000.00  | 1,760.05   | 64.80   |
| PROFESSIONAL-PHYSICALS             | 291.00     | 534.00    | 650.00    | 116.00     | 82.15   |
| TRAVEL/Parks Per Diems & Mileage   | 47.13      | 334.51    | 1,500.00  | 1,165.49   | 22.30   |
| PROGRAMING/RECREATION              | 165.41     | 759.41    | 300.00    | -459.41    | 253.14  |
| Sweatshirts                        | 0.00       | 0.00      | 500.00    | 500.00     | 0.00    |
| Gate Receipts                      | 0.00       | 0.00      | 6,500.00  | 6,500.00   | 0.00    |
| Inside Storage                     | 0.00       | 0.00      | 2,500.00  | 2,500.00   | 0.00    |
| WATER TESTING                      | 141.20     | 652.59    | 700.00    | 47.41      | 93.23   |
| UTILITIES/ELECTRIC                 | 3,159.84   | 8,669.99  | 30,000.00 | 21,330.01  | 28.90   |
| EQUIPMENT MAINTENANCE              | 470.38     | 5,027.89  | 4,000.00  | -1,027.89  | 125.70  |

MENOMINEE COUNTY  
**Standard Budget Report**  
 June 2012 Expenditures

| Account Title                       | This Month       | Y-T-D             | Budget            | Difference        | Percent             |
|-------------------------------------|------------------|-------------------|-------------------|-------------------|---------------------|
| <b>Fund: COUNTY PARKS</b>           |                  |                   |                   |                   |                     |
| <b>Recreation and Culture</b>       |                  |                   |                   |                   |                     |
| <b>COUNTY PARKS</b>                 |                  |                   |                   |                   |                     |
| FACILITY MAINTENANCE                | 0.00             | 168.38            | 3,500.00          | 3,331.62          | 4.81                |
| GROUNDS MAINTENANCE                 | 931.67           | 2,671.61          | 4,000.00          | 1,328.39          | 66.79               |
| RENTAL/CONTRACTING                  | 1,090.21         | 2,987.71          | 7,500.00          | 4,512.29          | 39.84               |
| REFUNDS/REBATES                     | 440.00           | 440.00            | 3,500.00          | 3,060.00          | 12.57               |
| NEW/REPLACEMENT EQUIPMENT           | 344.98           | 2,809.77          | 5,000.00          | 2,190.23          | 56.20               |
| <b>Total COUNTY PARKS</b>           | <u>22,219.36</u> | <u>133,430.65</u> | <u>237,548.00</u> | <u>104,117.35</u> | <u>56.17</u>        |
| <b>Total Recreation and Culture</b> | <u>22,219.36</u> | <u>133,430.65</u> | <u>237,548.00</u> | <u>104,117.35</u> | <u>56.17</u>        |
| <b>Total Expenditures</b>           | <u>22,219.36</u> | <u>133,430.65</u> | <u>237,548.00</u> | <u>104,117.35</u> | <u>56.17</u>        |
| <b>CHANGE IN FUND EQUITY</b>        | <b>-8,373.36</b> | <b>24,078.15</b>  | <b>-1.00</b>      | <b>24,079.15</b>  | <b>2,407,815.00</b> |

MENOMINEE COUNTY  
**Standard Budget Report**  
 June 2012 Revenues

| Account Title                      | This Month    | Y-T-D           | Budget          | Difference       | Percent      |
|------------------------------------|---------------|-----------------|-----------------|------------------|--------------|
| <b>Fund: PARK IMPROVEMENT FUND</b> |               |                 |                 |                  |              |
| <b>Program Revenues</b>            |               |                 |                 |                  |              |
| Charges for Services               |               |                 |                 |                  |              |
| BOAT FEES                          | 803.00        | 1,655.00        | 4,000.00        | -2,345.00        | 41.38        |
| <b>Total Charges for Services</b>  | <u>803.00</u> | <u>1,655.00</u> | <u>4,000.00</u> | <u>-2,345.00</u> | <u>41.38</u> |
| <b>Total Program Revenues</b>      | <u>803.00</u> | <u>1,655.00</u> | <u>4,000.00</u> | <u>-2,345.00</u> | <u>41.38</u> |
| <b>Total Revenues</b>              | <u>803.00</u> | <u>1,655.00</u> | <u>4,000.00</u> | <u>-2,345.00</u> | <u>41.38</u> |

**MENOMINEE COUNTY**  
**Standard Budget Report**  
 June 2012 Expenditures

| Account Title                             | This Month    | Y-T-D             | Budget            | Difference       | Percent       |
|---|---------------|-------------------|-------------------|------------------|---------------|
| <b>Fund: PARK IMPROVEMENT FUND</b>        |               |                   |                   |                  |               |
| <b>Community and Economic Development</b> |               |                   |                   |                  |               |
| <b>Closed</b>                             |               |                   |                   |                  |               |
| STONEY POINT IMPROVEMENT                  | 0.00          | 14,000.00         | 0.00              | -14,000.00       | 0.00          |
| <b>Total Closed</b>                       | 0.00          | 14,000.00         | 0.00              | -14,000.00       | 0.00          |
| <b>Total Community and Economic D</b>     | 0.00          | 14,000.00         | 0.00              | -14,000.00       | 0.00          |
| <b>Recreation and Culture</b>             |               |                   |                   |                  |               |
| <b>PARK IMPROVEMENT EXPENDITURE</b>       |               |                   |                   |                  |               |
| SHAKEY LAKES IMPROVEMENT                  | 0.00          | 8,838.12          | 100,000.00        | 91,161.88        | 8.84          |
| <b>Total PARK IMPROVEMENT EXPENDITURE</b> | 0.00          | 8,838.12          | 100,000.00        | 91,161.88        | 8.84          |
| <b>Total Recreation and Culture</b>       | 0.00          | 8,838.12          | 100,000.00        | 91,161.88        | 8.84          |
| <b>Total Expenditures</b>                 | 0.00          | 22,838.12         | 100,000.00        | 77,161.88        | 22.84         |
| <b>CHANGE IN FUND EQUITY</b>              | <b>803.00</b> | <b>-21,183.12</b> | <b>-96,000.00</b> | <b>74,816.88</b> | <b>-22.07</b> |